

# **HISTORIC PRESERVATION COMMISSION**

## **Minutes**

February 14, 2008  
Salisbury, North Carolina

The Historic Preservation Commission for the City of Salisbury met in regular session on Thursday, February 14<sup>th</sup> in the Council Chambers at the City Hall, 217 S. Main Street.

The meeting was called to order by the Chairperson, Anne Lyles.

The following members were present and introduced: Jack Errante, Ronald Fleming, Susan Hurt, Judy Kandl, Andrew Pitner, Anne Waters.

Absent: Deborah Johnson, Kathy Walters

### **Requests for Certificates of Appropriateness**

H-01-08    **1001 N. Main St.** – Andrew & Stacy Jeter, owner

**Request:** Replace crank-out windows with a more energy efficient window with 2 operable fire escape windows at each end of the building for safety; same size window, shape, and color, etc.; remove tinted/reflective older design on existing window.

Andrew Jeter was sworn to give testimony for the request.

Staff showed the slide presentation of the proposed replacement windows presented at the January meeting.

Dr. Jeter informed Commission members that since the last meeting he has been busy looking for a proposal that would meet all of their requests. In doing so, he found a window company in Martinsville VA, West Windows, that makes a window which has 2 panes of glass with argon filling and an exterior grid with muntins that can be super-glued onto the window after the window is installed.

He also informed the Commission that he had received a 2<sup>nd</sup> option, though he was not in favor of it, from Window World in Winston-Salem; also in Charlotte and Greensboro. Their recommendation was vinyl graphics, which is a cut vinyl that is glued or taped to the window.

Dr. Jeter stated that the newly proposed 3-dimensional, exterior grid windows from West Windows would not give off the reflective view as was seen in the 1<sup>st</sup> proposal that was questioned by Judy Kandl.

In response to a question from Susan Hurt, Dr. Jeter said he did not receive the sample of the proposed window in time for the meeting but it has been mailed from West Windows.

Judy Kandl offered Commission members the following summary of the request and what they would need to decide:

1. A change of material from the original material – accept vinyl window as substitute for metal window.
2. Change from operable casement window to a single pane non-operable window.
3. Accept exterior grid that has an 8-pane divider.

In addition, she said they would need to look at the guidelines for windows in the Non-Residential Design Guidelines.

She also stated that she would be very reluctant to make a ruling without seeing a sample. She said, “What I am imagining in my head could be very different from what the sample actually is.”

Dr. Jeter responded by saying that he had given the Commission everything that was asked for at the last meeting, and solved all the problems.” He said, “I think this needs to be approved.”

In response to Susan Hurt, who asked Dr. Jeter if he knew what the thickness was of the proposed exterior mutton, he said, “No, I don’t know what the thickness is.” However, he did say that it would be an exterior grid that would be extremely close to what an exterior grid would provide to a window in thickness and shape.

Judy Kandl informed the Commission that because the windows are metal, the muttons bars that are really true-divided lights will be much thinner than what the vinyl would be. She said vinyl, aluminum clad, or wood are all going to be thicker because they do not have the material strength that steel has. “It is going to be a substitute material with different measurements.” She said the value of seeing the grid before voting is important so that they would be able to see how much thicker it really is or whether it’s going to be acceptable or a problem.

In response to Anne Lyles who asked what would other options might be, Judy Kandl said, “One option would be to replace old steel windows with new steel windows.”

Dr. Jeter said he had not talked with a company that still makes steel windows, though Judy Kandl said, “They make steel windows.”

Susan Hurt also agreed that she would like to see a sample before a decision is made. She said, “We need to make the right decision and we need to protect our process.”

Wendy Spry suggested the possibility of the Commission making a motion contingent upon an approval by the minor works committee (chair, vice-chair and staff) after they are able to see the sample.

Dr. Jeter, in response to a question from Jack Errante concerning the fire escape window, stated that although he thought it was a good idea for a public safety institution, that window was not approved because it would be different from all the other windows.

Dr. Jeter further testified that the windows are non-repairable. He said more than half do not open, “they are either rusted shut, broken or stripped.” He stated that he had done everything that he could possibly do with them.

Judy Kandl further explained that the reason the window was not approved is because it was a double-hung window that would create a change in the pattern windows in a building that has a lot of consistency to it.

Ron Fleming and Andrew Pitner also voiced their agreement with an approval by the minor works committee.

Jack Errante stated that as long as there was not anything else needed for an approval besides seeing the sample, he agreed that they should proceed with the committee approval.

Judy Kandl said the sample would answer all the questions.

In response to a question from Wendy Spry, Dr. Jeter testified that the dormer windows would also match.

In reference to a question from Jack Errante, Janet Gopen explained that any changes that have been made to the original request could be incorporated into the motion.

Andrew Pitner made the motion as follows: “I move that the Commission find the following facts concerning Application #H-01-08 – that Dr. Andrew Jeter, owner of 1001 N. Main Street, appeared before the Commission and sought a Certificate of Appropriateness to replace the existing metal casement windows with a vinyl replacement windows with outside mutton grid attachments, that no one appeared before the Commission to support or oppose this request, that the following guidelines were found to be applicable: (1) The Secretary of Interior Standards for Rehabilitation (2) Chapter 2 – Changes to Buildings – Windows & Doors, pages 30-31, guidelines 1-6 of the Non-Residential Historic District Design Guidelines; that mitigating factors include the following: windows have exceeded their useful life and are beyond repair so that their preservation was found to be non-feasible; that this request is consistent with Design Guideline #4, page 2, Chapter 2; therefore, I further move that a Certificate of Appropriateness for Application #H-01-08 be granted to Dr. Andrew Jeter, owner, 1001 N. Main Street to make the changes detailed in the application with the following changes agreed to by the applicant: the request will be approved by the minor works committee contingent upon approval of the window when sample is received.”

Ronald Fleming seconded the motion; all members present voted AYE.

### **Committee Reports**

Minor works: There were no questions or comments pertaining to the submitted approved minor works listing.

## Proposed Changes to Design Guidelines and Motions Template

Janet Gapen presented the following proposed draft changes to the Design Guidelines with the wording and explanation of each:

- Minor works approval by staff: Prefabricated outbuildings. (Residential Guidelines)
- Minor works approval by committee: Site plan or elevation changes that are considered minor and become necessary due to unanticipated field conditions. (Residential Guidelines)
- Demolition: To incorporate a reference to new regulations regarding demolition in the downtown district. (Non-Residential Guidelines)
- Additions to the application form.

Jack Errante suggested the addition of boxes for check marks that would indicate the applicant has read and will honor the statements.

He also suggested that a signature line be included for the applicant if other than the owner.

Andrew Pitner suggested the discontinuance of the lines for frontage and depth, and side of the street, if they are not necessary.

- Motion Template

Janet Gapen explained that the template is just an aide that is used by the members for ease in making motions; it can be changed at any time.

She stated that she would make the changes and present a revised application at the March meeting. The motion and vote for all changes would then take place at the March meeting.

## Appoint Committee for Preservation Month

Janet Gapen said she has had some thoughts about simplifying Preservation Month. She suggested, for consideration, consolidating all activities into the Friday Night Out, putting all of their efforts into that one evening. She said the committee would need to discuss it further when they meet.

The following persons volunteered to serve on the committee: Jack Errante, Judy Kandl, and Andrew Pitner. A tentative meeting time was scheduled for 4:30 p.m. on a day prior to May 28<sup>th</sup>.

### Nominating Committee

Janet Gapen stated that 3 members, not including the current officers, are needed to make up the nominating committee. They are as follows: Jack Errante, Ronald Fleming, Kathy Walters. She reminded the committee that the current officers can be re-elected.

### Request From Historic Salisbury Foundation Regarding a Talk Radio Program

In the absence of Jack Thomson, Janet Gapen informed the Commission that the Foundation is inviting the Commission to be a guest on their Radio Broadcast Program which will air weekly in the very near future. He would like 1 or 2 HPC members and/or staff to discuss the work of the Commission in the pre-recorded program.

Commission members agreed that this would be a good opportunity and would be interested in the broadcast. They decided to notify Jack Thomson of their interest and stated that plans could be worked out at a later time or closer to the time of the program.

### Goals

Janet Gapen distributed to the members a copy of the finalized 2008-09 HPC Goals.

### **Minutes**

Judy Kandl made the motion to approve the minutes for January as corrected. The motion was seconded by Ronald Fleming; all members present voted AYE.

### **Adjournment**

There being no other business to come before the Commission, the meeting was adjourned upon a motion by Susan Hurt; seconded by Jack Errante; all members present voted AYE.

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Anne Lyles, Chairperson

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Judy Jordan, Secretary